

ESPRIT PALM SPRINGS HOMEOWNERS ASSOCIATION
Board of Directors Meeting
General Session Minutes
March 27, 2018
Smoke Tree Clubhouse/ 1655 E. Palm Canyon Drive, Palm Springs, CA

Notice of Meeting: Upon due notice, given and received, a General Session board meeting of the Esprit Homeowner Association Board of Directors was held on March 27, 2018 at 9:30 a.m., at the SmokeTree Clubhouse, Palm Springs.

Present: A quorum of the Board was established with the following Directors in attendance:

Julie Ridding	President
Louise Bleier	Vice-President
Remedios Hines	Secretary- <i>via telephone conference</i>
Teresa Lepard	Treasurer- <i>via telephone conference</i>

Absent: Vacant Position Director

Others Present: Rose Reyes, CCAM®, CMCA®– on behalf of DRM/Associa Management

Call to Order: Board President, Julie Ridding called the general session of the Board of Directors to order at 9:35 a.m.

Homeowner Forum – No homeowners were present.

President’s Report

Julie Ridding stated that there was no action to report at this time.

Minutes

Management submitted the general minutes from the February 24, 2018 meeting.

A motion was made by J.Ridding and seconded by R.Hines to approve the submitted minutes with noted corrections. The motion passed unanimously (4-0)

Treasurer’s Report

Teresa Lepard (Treasurer) provided a summary of the January & February 2018 financial reports, provided by CAFS.

A motion was made by L. Bleier and seconded by R.Hines to approve the submitted financials as prepared by CAFS, pending the audit report. The motion passed unanimously (4-0)

- **Pre-Lien Approval** – There were no pre-liens at this time.
- **Financial Reports** – The board agreed not to have full copies of the financial reports in the board packets to cut back the cost of copies. The Balance sheet and Statement of operations will be enclosed in the packet.

Property Report

The maintenance report prepared and submitted by Larry Dean for services from January 24, 2018 through February 20, 2018 was reviewed. Management noted that the reports submitted by Mr. Dean need to be more detailed since there is no indication of location for painting and/or patch work. Julie will discuss this matter with Larry when she discusses his work schedule.

Landscape Report

Management was directed to conduct site review inspections with Brent with Conserve and to also include Remy in the inspections. Management will inform the board when the site review is scheduled. Management was directed to obtain proposals for the Tree Trimming project for the community. The board also confirmed that the tree company needs to utilize a “Boom Spotter” to avoid any damage to the roofs. The proposals need to be submitted for the April 2018 meeting. Conserve submitted four (4) proposals regarding landscape extras and tree trimming for the community. The board tabled these proposals since they would like additional information on the proposals and also photos to show the location of the extras. Management will discuss these proposals during the scheduled site inspection. The board also directed management to obtain the cost for the tree trimming for last year.

Julie informed the board that she obtained additional information from Conserve on the “All-Inclusive Contract” for the community. The cost for an all-inclusive contract is \$7,725 compared to the current contract of \$6,950. The board discussed this matter and tabled this contract until further notice.

Architectural Report

There are no architectural applications at this time.

Old Business

BRS Roofing Update – Management submitted a proposal for “Annual Roof Maintenance” from BRS Roofing for a cost of \$1,600.00.

A motion was made by R. Hines and seconded by T.Lepard to approve the submitted proposal from BRS Roofing. The motion passed unanimously (4-0)

Gate Proposal & Updates – Management submitted a proposal for additional gate remotes from Patton Gates for a cost of \$400.00 for ten (10) gate remotes. The board also agreed to have Patton program the remotes and cards for the gates. The board also agreed to have the telephone numbers purged in the phone system in June 2018 and then Patton to input all new phone numbers for the owners that register. Management will commence on this project in May 2018.

A motion was made by R. Hines and seconded by T.Lepard to approve the submitted proposal from Patton Gates. The motion passed unanimously (4-0)

New Business

Repair Deck Refurbishing – Management reported that the company “A-1” was the contractor that completed the deck refurbishing and management will provide an update at the next meeting. The board agreed that A-1 was the company; however, the company utilized a sub-contractor for the work. Management was directed to reach out to CAFS and obtain the general ledger on the cost the association paid for this work that was completed by the sub-contractor.

Long Term Parking- Management provided information to the board on the Long-Term parking. The board directed management to remove “tenants” from the application since they are not allowed to utilize the area. In addition, the board confirmed that the parking is on first come first rights to the parking space. There is no assigned space to the homeowners who are utilizing this parking.

Community Sign Proposals- Management informed the board that she is having difficulty to obtain another company to bid for new signs. She will reach out again to the staff at DRM for some suggestions.

Dog Park Fence Proposal- Julie submitted a proposal for a fence for the proposed “off leash dog park”. After discussion the board placed this item on hold pending interest from homeowners. Remy volunteered to start a committee for this project and she will report back to the board at the next meeting.

Asphalt Project/Proposals- Julie submitted a proposal from “Asphalt MDs” for repairs and seal for the community. After discussion the board tabled this matter and directed management to obtain additional proposals.

Earthquake Insurance Proposal- Management submitted a proposal from “Prendiville Insurance” for earthquake insurance for the community. The additional cost to add earthquake insurance was \$25,706.00 for the annual premium. After discussion the board tabled this matter and authorized management to provide the information to the owners if they request this information.

Patrol Proposals- Management submitted two (2) proposals for patrol service for the community. The board agreed to table this matter until they can research the crime rate in the area.

Management Report- Management reported that the following management reports were submitted for the boards review and records. Manager notes and work order log.

Management was directed to complete the following additional action items and/or management provide the additional items:

- Fire Department Update – The annual fire inspection was conducted and passed and the cost was \$688.00 which was paid.
- Board Seminar – DRM-Associa is conducting a seminar and Teresa requested to be added to the guest list.
- Plumbing Vendors – The board agreed that KC’s handles the valves for the community and Hammer can handle the rest for the community pertaining to plumbing issues.
- April 24, 2018 Meeting – Send an email blast to the membership and remind them of the next scheduled board meeting and the open board position.

Adjournment to Executive Session

The General Session of the Board of Directors meeting was adjourned at 11:36 a.m. to commence the executive session.

Reconvened after executive session at 12:01 p.m.

The board reconvened to note in the minutes the following transaction that took place in executive session:

- Management provided updates on two (2) violations pertaining to reimbursement to the HOA. There were no delinquencies to report at this time.

There being no further business to discuss the board meeting adjourned at 12:03 p.m.

Attest:

Secretary – Remedios Hines, and/or Director

Prepared by: Rose Reyes, CCAM®, CMCA®
Desert Resort Management/Associa